



Office of Public Instruction
Linda McCulloch, Superintendent
PO Box 202501
Helena, MT 59620-2501

UNIFORM SCHOOL BUS ACCIDENT REPORT FORM T-8

OPI USE ONLY

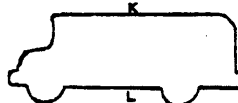
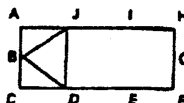
No. _____

School District _____ County No. _____ Legal Entity _____
Bus Owner _____ Bus Driver Name _____ Bus Driver License No. _____
Police Report No. (if known) _____ Citation Issued to _____
Date of Accident _____ Day _____ Time _____ ☐ AM ☐ PM
Address or Location of Accident _____
Bus Owner Name and Address _____
Vehicle ID No. _____ Bus Body Make _____ Bus Chassis Make _____ Model Year _____

PART I—SCHOOL BUS PHYSICALLY INVOLVED

1. Type of accident (enter only one response):
A ☐ Between motor vehicles
B ☐ Noncollision
C ☐ Pedestrian
D ☐ Fixed object (complete Q. 2)
E ☐ Pedalcycle
F ☐ Railroad train
G ☐ Other collision (animal, animal-drawn vehicle, streetcar)
2. Complete if fixed object accident (enter only one response, that which caused most damage):
A ☐ Embankment
B ☐ Utility pole
C ☐ Tree
D ☐ Other (specify) _____
E ☐ Sign
F ☐ Guardrail
G ☐ Bridgerail
H ☐ Fence
I ☐ Median barrier
J ☐ Fire hydrant
K ☐ Curb or wall
L ☐ Culvert or headwall
3. Did accident result in? (enter only one response)
A ☐ Fatality
B ☐ Incapacitating injury (serious)
C ☐ More than \$500
D ☐ Nonincapacitating injury (moderate)
E ☐ Possible injury (minor) or if property damage only, was it?
F ☐ Less than \$500
4. Number injured: (see PART IV)
5. Manner of collision between vehicles or objects:
A ☐ Angle
B ☐ Head-on
C ☐ Rear-end
D ☐ Other
6. Bus direction analysis (enter only one response in only one category):
Collision with Other Vehicle
Intersection
K ☐ Entering/angle of any vehicle involved in accident
L ☐ Entering same direction, both moving
M ☐ Entering opposite direction, both moving
N ☐ Other action _____
Nonintersection
O ☐ Same direction, both moving
P ☐ Opposite direction, both moving
Q ☐ One vehicle stopped
R ☐ Other action _____
Collision with Pedestrian
Intersection
A ☐ Bus going straight
B ☐ Bus turning right
C ☐ Bus turning left
D ☐ Bus backing
E ☐ Other action _____
Nonintersection
F ☐ Bus going straight
G ☐ Bus turning right
H ☐ Bus turning left
I ☐ Bus backing
J ☐ Other action _____
All Other Collisions
Intersection
S ☐ Fixed object
T ☐ Other road vehicle, train, pedalcycle
U ☐ Other object, animal
Nonintersection
V ☐ Fixed object
W ☐ Other road vehicle, train, pedalcycle
X ☐ Other object, animal
Noncollision
Intersection
Y ☐ Overtake
Z ☐ Other noncollision
Nonintersection
AA ☐ Overtake
BB ☐ Other noncollision

7. First point of impact (enter only one response in box)



8. Contributing circumstances (enter as many responses as applicable):

Driver Action	Bus Driver Action	Other Vehicle Action
Speed	A1	A2
Right-of-way—failed to yield	B1	B2
Passed stop sign	C1	C2
Disregarded signal	D1	D2
Drove left of center	E1	E2
Improper overtaking	F1	F2
Made improper turn	G1	G2
Followed too closely	H1	H2
Backing	I1	I2
Sudden movement	J1	J2
No improper action	K1	K2

- Roadway**
L ☐ Defective surface (e.g., potholes)
M ☐ Slippery
N ☐ Inoperative traffic signal
O ☐ View obstructed by object (i.e., tree, fence, shrubbery, etc.)
- Vehicle Defect of Bus**
P ☐ Tires
Q ☐ Brakes
R ☐ Lights
S ☐ No vehicle defect
T ☐ Other _____
9. Total number of lanes on roadway _____
10. Posted speed limit _____
11. Approximate speed of the bus _____
12. Age of the school bus driver _____
13. Driver gender A ☐ M B ☐ F
14. Driver's experience driving school bus:
A ☐ Less than 6 months
B ☐ 1 year or less
C ☐ 1-2 years
D ☐ 2-5 years
E ☐ 5-10 years
F ☐ Over 10 years
15. In the last three years, how many school bus accidents has the driver had (excluding this one)? _____

Instructions

Please complete this report according to the following instructions. Incomplete or incorrect forms may be returned for completion or correction.

Part I:

Please read each question carefully. Some questions allow for more than one answer and some are limited to one response. Please answer accordingly.

4. If accident results in injury, please be sure to fill out Part IV and include one figure for **EACH** injured person. (Age is a factor here.)

Part II:

This section needs to be filled out **ONLY** if an injury or fatality occurred in the **LOADING/UNLOADING ZONE**.

Part III:

(Both written description and a diagram are required for this part.)

a) Please fill out a **WRITTEN DESCRIPTION** of accident in your own words in this section. There is **NO** need for any attachments here.

b) Once you have described the accident, please draw a diagram picturing the incident.

Part IV:

This section has **TWO** different sections to be aware of:

a) This block records injuries and fatalities which occur **only inside** the bus—please record by age and sex.

b) Second block records injuries and fatalities which occur **only off** the bus in the loading zone—please record by age and sex.

16. Did the driver receive preservice school bus driver training?
A ☐ Yes B ☐ No
17. Did the driver receive inservice training in the past 12 months?
A ☐ Yes B ☐ No
18. Was bus driver's lap belt in use when the accident occurred?
A ☐ Yes B ☐ No

19. Type of school bus (see description of types below)
A ☐ Type A C ☐ Type C E ☐ Other
B ☐ Type B D ☐ Type D

20. Total number of passengers on bus (excluding driver)

21. Bus rated seating capacity

22. School bus use at time of accident:
A ☐ Regular route C ☐ Special education use
B ☐ Field/activity trip (school-related use) D ☐ Other use

23. Condition of road at time of accident (enter as many responses as applicable):

- A ☐ Dry C ☐ Under repair E ☐ Holes or ruts G ☐ Wet
B ☐ Icy D ☐ Snow packed F ☐ Muddy H ☐ Other _____

24. Light Condition (enter only one response):
A ☐ Dawn D ☐ Dark, artificially illuminated
B ☐ Daylight E ☐ Dark, not artificially illuminated
C ☐ Dusk F ☐ Overcast
G ☐ Other _____

25. Weather condition (enter only one response):
A ☐ Clear C ☐ Raining E ☐ Snowing G ☐ Smog/smoke
B ☐ Sleet D ☐ Fog F ☐ Dust H ☐ Other _____

PART II—LOADING/UNLOADING ZONE ACCIDENTS

1. At the time of the accident, where was the bus? (enter only one response)

- A ☐ Approaching the zone C ☐ Leaving the zone
B ☐ Stopped in the zone D ☐ Not in sight

2. Was the pupil(s)? A ☐ Hit by bus B ☐ Hit by other vehicle

3. Number injured: (see PART III)

4. Location of injured pupil(s):

- A ☐ On side of road C ☐ In roadway
B ☐ On sidewalk D ☐ Other _____

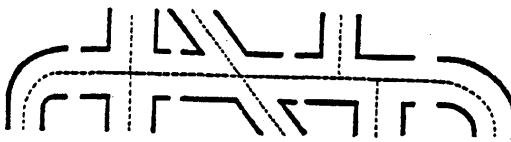
Please describe behavior of pupil(s) in loading zone in "Written Description of Accident."

PART III(A)—WRITTEN DESCRIPTION OF ACCIDENT

PART III(B)—GRAPHIC DESCRIPTION

Complete the following diagram showing direction and positions of vehicles involved, designating clearly the point of contact. (If this diagram will not serve for the accident in question, attach separate sheet with illustration.)

Indicate by arrow direction of North.



PART IV—INJURY TALLY SHEET SCHOOL TRANSPORTATION-RELATED PERSONNEL

Age of Pupil	A. On Board Bus				
	Killed		Injured		
	M	F	Serious	Moderate	Minor
Under 5			All	All	All
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
Over 18					
Driver					
Others					
Totals					

Age of Pupil	B. Off Bus Loading/Unloading Zone				
	Killed		Injured		
	M	F	Serious	Moderate	Minor
Under 5			All	All	All
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
Over 18					
Driver					
Others					
Totals					

Name of Person Completing Report _____

Print or Type

Phone # _____

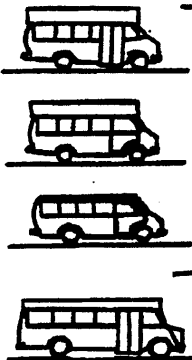
Date _____

Supervisor of Transportation _____

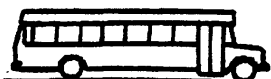
Signature

Date _____

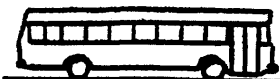
Reporting Requirements: Submit one copy of this report for each accident occurring during the fiscal year (July 1 through June 30). Each report must be signed and dated by the Supervisor of Transportation. All reports are to be submitted by July 15 to the Pupil Transportation Division, Office of Public Instruction, PO Box 202501, Helena, MT 59620-2501.



TYPE A—Detroit Van Conversion;
under 10,000 lbs GVWR



TYPE C—Conventional School
Bus; Engine in front of Windshield;
over 10,000 lbs GVWR



TYPE D—Transit style bus; engine
front, rear or midship; entrance
door ahead of front wheels; over
10,000 GVWR

TYPE B—Delivery Van and
Detroit Van Conversion; over
10,000 lbs GVWR